

## Transportation Implementation Working Group Conference Call Summary

May 21, 2008

### In Attendance:

#### Co-Leads:

Dennis McLerran	Puget Sound Clean Air Agency
Katy Taylor	Washington Department of Transportation
Lon Wyrick	Thurston Regional Planning Council

#### Members and Alternates:

Genesee Adkins	Transportation Choices Coalition
Morgan Ahouse	Sierra Club (Alternate)
Barbara Culp	Children's Hospital & Regional Medical Center
Preston Feight	PACCAR/Kenworth Trucks
Bonnie Geers	Weyerhaeuser
Lynne Griffith	Pierce Transit
Jemae Hoffman	Seattle Department of Transportation
Bryan Imai	Washington State Auto Dealers Association
Bill Kidd	BP
Dan Keefer	PACCAR/Kenworth Trucks (Alternate)
Kim Lyons	Washington State University Energy Program
Michael McGinn	Sierra Club
Ashley Probart	Association of Washington Cities
Gary Prince	King County
Bob Saunders	Washington Department of Ecology
Leslie Stanton	Puget Sound Clean Air Agency (Alternate)

#### Others:

Hedia Adelsman	Washington Department of Ecology
Jeff Ang-Olson	ICFI, Center for Climate Strategies
Anne Crisse	Washington Department of Transportation
Joyce Phillips	Washington Department of Community, Trade & Economic Development
Jim Tutton	Washington Trucking Association
Rob Willis	Ross & Associates Environmental Consulting, Ltd.

### 1. Welcome, Roll Call, and Introductions

Rob Willis welcomed callers to the first meeting of the Transportation Implementation Working Group (TIWG). The three Co-Leads and the other participants briefly introduced themselves and identified any involvement in the previous CAT, current CAT, or other IWG work.

## 2. Transportation IWG Working Group Operations

### *A. Schedule and Pacing*

Rob reviewed the proposed TIWG schedule (in the Scope 5/17/08 document on page 4), noting that meetings will be held roughly every three weeks beginning on June 2<sup>nd</sup> interspersed with conference calls. TIWG in-person meetings are scheduled to precede CAT meetings and follow SEPA IWG meetings to allow time for coordination between the groups. The meeting schedule was also based on the availability of the Co-Leads. However, if the majority of the TIWG is unable to attend a scheduled meeting the Co-Leads may choose a new meeting date.

Meeting #10 on November 17th is a tentative meeting for “housekeeping” and all TIWG work will be completed well before that final meeting. The Co-Leads stated that it is important for members to attend all meetings due to the rapid pace of the process and the breadth of work involved. Principles should participate as frequently as possible rather than alternates. However, if an alternate does attend he/she should have the authority to weigh in on the discussions.

### *B. Member Expectation and Ground Rules*

Rob reviewed the distributed roles and responsibilities of the TIWG Co-Leads and members. The Co-Leads have already done a lot of work preparing the draft scope, membership list, and resources to accomplish what is described in the scope. The Co-Leads will be responsible for leadership of the group and managing the process. Their role includes making sure that items are completed on time, the issues in TIWG discussion are properly addressed, and the TIWG message is carried forward on behalf of the group.

Members are responsible for committing their time and effort, and making sure that their expertise is brought to bear in shaping the recommendations to the CAT. Rob reviewed bullets 2-6 in the Roles and Responsibilities document, which includes other member responsibilities including analysis, reviewing documents, providing input, and assisting in the development of policy language. If the TIWG believes it needs to add any members, the Co-Leads will use their discretion in deciding whether or not to do so.

Lon emphasized the importance of the TIWG to the CAT process as a whole and to the State’s effort to reach its reduction goals.

A participant asked how members can stay involved when unable to participate in a particular meeting. Katy responded that alternates may sit in on meetings to be informed and able to participate in a member’s absence. If no alternate is available to attend a meeting, the member should follow-up with Rob Willis or Anne Criss after the meeting.

One member asked whether the TIWG will use consensus or vote to make decisions about various strategy proposals. Rob responded that the group will strive for consensus during the meetings as part of its early work, staying true to its legislative mandate. The Co-Leads will inform the CAT about where the TIWG fell with respect to specific recommendations, whether there was a unanimous, majority, or minority consensus decision.

### *C. Outreach and Opportunities for Input*

One member asked whether materials would be provided in advance of TIWG meetings to allow time for sharing the information within her organization. Katy stated that members will have homework assignments between meetings to ensure that there is adequate outreach and opportunities for input. The staff will be working as diligently as possible to get the materials to members in a timely manner. Katy commented that

the goal of membership is to represent individual agencies or organizations, and also to have a broader role in representing the sectors in which members are involved.

Dennis noted that calls and meetings will be open so that staff and others may hear the discussions. Non-members will not be able to speak during TIWG conference calls, but will have an opportunity to comment during in-person meetings.

One member asked if she should coordinate with her local climate action committee effort. Dennis responded that compiling a list of best practices for VMT reduction and transportation would be useful information for the TIWG. Ideas or other references sources should be brought to the group's attention. The homework will involve talking to committee members and coordinating with other efforts.

#### ***D. Facilitator's Role***

The Co-Leads explained that Rob's primary role as the Facilitator is to keep the group focused and on track, stepping in occasionally to direct, interrupt, or end the conversation if necessary. The Facilitator will summarize the conversation and propose a path forward for the group to consider. The Facilitator will capture action items and be responsible for tracking member progress in accomplishing those items. The Facilitator will also be responsible for capturing the disposition of interests, issues, and ideas that are identified by the group and sorting them into three categories: 1) Things in the scope the group is working on or will work on, 2) things that are important that the group does not want to lose (parking lot list), and 3) things that are not in the scope (parking lot list for other IWGs/CAT).

#### ***E. SharePoint Website***

TIWG documents will be available for the public on the Ecology website.

TIWG meeting materials will also be posted on a SharePoint website before each meeting for members to download. The site will be available to the TIWG as a repository for information. Rob will distribute a User's Guide and log-in information to the group for the site.

### **3. Transportation IWG Scope Review and Clarifications**

Rob reviewed the TIWG scope and scope summary. The TIWG process will identify VMT options, prioritize those options, discuss the implementation of those prioritized options and make recommendations to the CAT. As part of the TIWG decision-making, members will need to capture the context of the decisions. In addition, the group has specific issues to consider per 2815 (e.g., urban/rural) during its discussions. There will be a tight relationship and connection to SEPA/GMA/WCI work, but those groups will not pace the TIWG work.

Lon commented that the 2815 Legislation focused on VMT reductions and that the Co-Leads recognize there are many projects and programs that can influence VMT. In addition, the Co-Leads would also like to look at other issues not related to VMT later in the process. Dennis noted that the meeting agendas are structured to look at VMT reduction measures first, and to focus on other issues during the later meetings.

Katy stated that the VMT reduction work will fall into three buckets:

- 1) What are we doing successfully now to reduce VMT and greenhouse gas emissions?
- 2) What can we do further with the resources we have currently?
- 3) What can we do with additional resources?

Rob announced that the first homework assignment for the group would be for each of the members to think about the three questions that Katy outlined.

A member asked whether the group would start with the issues that the Transportation Technical Work Group identified in the first CAT process. Katy responded that the group would start with those issues, but would not limit the starting point to those issues. Any other issues that were not included in CAT1 should be brought forward for consideration by the TIWG. Rob stated that he would make the CAT1 TWG strategy available to the group on the SharePoint website. It was recommended that TIWG members review items T0 through T12 of that document before the next meeting.

Rob outlined the TIWG work responsibilities for each meeting as follows:

- June 2 - Discussion of VMT reduction strategies and work that is currently underway.
- June 23 - Begin prioritization process,
  - Have sense of the overall impact,
  - Review revenue options summary (T0)
- Aug 7 - Complete prioritization
  - Begin discussion on funding
- Aug 23 - Understand what reductions we need to have
  - Understand the measurement tools around those reductions
  - Draft recommendations needed for CAT
- Sept/Oct - Non-VMT work

#### **4. Review WSDOT VMT-Reduction Work Underway**

The first part of the VMT-reduction strategy discussion would be to review the work that WSDOT is doing. WSDOT is developing 1-2 page briefing papers on the different WSDOT programs currently underway. The papers will include urban programs, alternative transportation, tolling and pricing, safe routes to schools, bike safety and other demand strategy programs. The summaries will follow the 3 bucket scenario, describing what the program is doing currently, how it relates to climate change and reducing VMT, what it could be doing with the resources available, and what additional opportunities can be identified. The completed summaries will be made available to the group on the SharePoint website.

A member asked whether WSDOT would also look at projects in small towns and partnering with local governments. Katy responded that they would focus on highway and big construction projects across all divisions and regions. It was suggested that the group also consider growth management projects, context sensitive design, linkages between ferries and transit, WSDOT's Public Transportation Report, and the Commute Trip Reduction Board's interim report to the Legislature.

A member asked whether freight movement would be part of the TIWG discussions. Another member responded that freight rail was captured as part of last year's VMT-reduction strategies. The report covers alternative fuels under T11. Dennis commented that the group's challenge is to ensure that goods will continue to be moved efficiently in the region as urban areas grow. Discussion of those issues will fall within the scope of the TIWG.

A copy of the CAT1 TWG document, WSDOT program briefing papers, related tolling legislation, and requested reports and studies will be made available to the group on the SharePoint website.

## 5. Preparation for June 2<sup>nd</sup> Meeting

The June 2<sup>nd</sup> meeting would be held at the Moscow Room at the Sea-Tac International Airport. Members suggested that attendees use alternate forms of transportation for the meeting. A phone line will be provided for those who are unable to attend in person, but member attendance is requested.

The June 2<sup>nd</sup> meeting agenda will include more detailed introductions; a description by DOE/CTED on the CAT process and how the TIWG fits; review of the CAT1 VMT-reduction strategies; review of partner VMT-reduction strategies and ongoing activities; and a discussion about VMT reduction strategies other than those already identified.

Member homework assignments for the June 2<sup>nd</sup> meeting include the following:

1. Consider the 3 buckets that Katy described earlier for discussion of what is being done, what can be done with existing funding sources, and what can be done with additional resources to reach the targets set in the legislation.
2. Prepare a summary regarding any ongoing VMT-reduction strategies underway in various agencies and organizations to share with the group.

The Co-Leads will develop a draft agenda. Specific details of the homework assignments will be sent to the group by email. Meeting materials will be posted on the SharePoint website next week for TIWG review.